



Treasury Information Processing Support Services (TIPSS-2)

Transferring Funds for Contractor Clearances

Forum for Managers of COTRs

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John Andersen
Requirements Development Team Analyst
202-283-6935

Department of the Treasury, Internal Revenue Service
Office of Procurement



Contractor Clearance - Basics

- User funded in advance via a Financial Plan Change (FPC) in AFS
- COTR is responsible for ensuring funds are transferred to NBIC
- COTR contacts NBIC to establish an account for the FPC transfer
- NBIC Budget Contact: Arden Kaye Henderson (816-823-8688)



Info that NBIC Needs

- Organization Name & Symbols
- Contract Number – NBIC adds an “alpha” identifier
- Vendor Name
- COTR Name & Number
- COTR Budget Contact
- Amount of funds to be transferred
- Financial Codes



Contractor Clearance Costs

- Low Risk - \$75, a.k.a., Basic Investigation, e.g., non-government work site (rarely used)
- Moderate Risk - \$275, a.k.a., National Agency Check with Law and Credit (NACLC) – most common clearance for IRS contractor support personnel
- High Risk - \$2,300, a.k.a., Background Investigation, e.g., system administrator
- Conversion investigations are also available...at reduced costs



FY 2002 AFS Cut-off Date

- July 31, 2002
- This is the “year end” cut off date for accepting reprogramming actions via AFS
- COTRs need to estimate how many investigations are needed for the remainder of FY 2002
- Questions regarding this year’s cut off date and/or other fund transfer issues should be forwarded to Arden Kaye Henderson (816-823-8688)